

**Summary of 2001/02 System Advisory Board Performance Objectives
CLSA System Program Annual Reports**

System	Performance Objectives	Achievement of Performance Objectives
BALIS	<p>a. Meetings:</p> <ol style="list-style-type: none"> 1. An orientation will be held in September for new members and continuing members. 2. One or more Administrative Council members will attend each SAB meeting. 3. At least 50% of the SAB members will attend workshops appropriate to serving as a Board member. 4. All SAB members will have the opportunity to attend local BALIS workshops. 5. At least one SAB member will attend California Millennium Conference and CLA in November 2000. <p>b. Meeting Content:</p> <ol style="list-style-type: none"> 1. Provide opportunities for on-going self-education through topical meetings, a) Development of the Library of California, b) Regulations for Public Library Construction and Remodeling Act. 2. Explore partnerships for developing future activities or programs. 3. Include time for SAB members to ask questions and/or exchange information about System services. 4. Schedule a dinner meeting with a speaker on a mutually agreed-upon topic with the SAB members from PLS and SVLS. 5. Schedule a dinner with the Administrative Council with a speaker on a current library issue. <p>c. Legislative Activities:</p>	<p>a. Meetings:</p> <ol style="list-style-type: none"> 1. Objective met. 2. Objective met. 3. Objective met. 4. Objective met. 5. Objective not met. <p>b. Meeting Content:</p> <ol style="list-style-type: none"> 1. Objective met. The SAB had a discussion about friends and foundations groups at their local libraries. 2. Objective not met. The PLS and SVLS SAB did not meet but are planning to have a joint workshop in 2002/03. 3. Objective met. 4. Objective not met. The joint dinner with PLS and SVLS was cancelled due to low registration. 5. Objective met. A dinner with the Administrative Council was held in May, and Martin Gomez, Executive Director of San Francisco Friends and Foundation, spoke. <p>c. Legislative Activities:</p>

	<ol style="list-style-type: none"> 1. Consider methods for building links with local, state and federal legislators in order to raise awareness of the local System and libraries throughout the state. 2. Serve as a public relations representative for local libraries. 3. Attend CLA Legislative Day or contact representatives at home office. <p>d. Planning and Evaluation:</p> <ol style="list-style-type: none"> 1. Participate in planning and evaluation of SAB objectives for the FY 2000/01. 2. Evaluate activities for the year and make recommendations as appropriate. 3. Review the System Annual Plan of Service and make recommendations to the Administrative Council. 	<ol style="list-style-type: none"> 1. Objective met. 2. Objective met. The SAB members attend local library Board meetings to discuss system activities. 3. Objective met. <p>d. Planning and Evaluation:</p> <ol style="list-style-type: none"> 1. Objective met. 2. Objective met. 3. Objective met.
BLACK GOLD	<ol style="list-style-type: none"> a. Each member of the SAB will develop sufficient understanding of System services & funding to make brief presentations to community organizations. 100% participation is expected. b. Each member will become familiar with the System Plan of Service, FY 2000/01. 100% participation is expected. c. SAB will continue library advocacy public awareness campaign in the counties of San Luis Obispo, Santa Barbara and Ventura. d. The SAB will work with Black Gold library staff committees to support staff development training programs. e. Continue to display the photo essay "Native Americans on the Central 	<ol style="list-style-type: none"> a. Objective achieved. Two SAB meetings were held for information exchange, discussion & familiarization. One alternate attended some meetings. One SAB member attended the CLA conference as SAB representative and a second SAB member attended on a personal basis. b. Objective achieved. Members were familiar with the FY 2001/02 Plan of Service and were able to relate it to local library support efforts. The SAB drafted its objectives for the FY 2002/03 Plan of Service. c. Objective exceeded. The library advocacy activity by the Black Gold SAB members continued through letters, phone calls, online broadcast and personal meetings with local and state elected officials, as well as attendance at CLA Legislative Day, in Sacramento. d. Achieved Objective. The SAB provided support for two training workshops for library staff. The hands-on "Power Source 2" workshop from InfoPeople was presented at the Foster Library computer lab in Ventura. 20 professional and paraprofessional library reference staff members attended. The SAB also supported the staff training workshop aimed at service to the underserved which was held on May 15, 2002. e. Achieved objective. The SAB photo essay exhibit, "Native Americans

	Coast,” “Asian/Pacific Americans on the Central Coast,” African Americans on the Central Coast” and “Hispanics on the Central Coast,” at member libraries and qualified institutions upon request.	on the Central Coast” was loaned and displayed at Ventura Unified School District classes on the Native Americans and exhibits at school functions.
49/99	<ul style="list-style-type: none"> a. 100% of the SAB members will review & contribute to the annual System Plan of Service. b. The SAB will send a representative to one 49/99 Administrative Council meeting and will inform the Council of community information needs if new information is available. c. SAB members will evaluate System services. d. SAB members will inform state legislators, local officials and community groups about the needs of libraries. e. The SAB members will review & evaluate the SAB activities of the previous year & prepare a plan for the current year's activities. f. 100% of the SAB members will submit written reports of Board & System activities to their respective appointing bodies at the end of their appointed term. 	<ul style="list-style-type: none"> a. Objective partially met. Three SAB members reviewed and contributed to the 2001/02 System Plan of Service. Vacancies and term expirations prevented others from participating. b. Objective met. Several System Advisory Board members were able to attend System Council meetings in 2001/02 as SAB meetings are now held in conjunction with the Administrative Council meetings. This facilitates SAB members attending both SAB & System Administrative Council meetings. c. Objective not met. d. Objective met. SAB members were kept informed about current library legislation through distribution of legislative updates by System staff. SAB members were encouraged to contact legislators and other policy makers to inform them about the needs of libraries. e. Objective not met. f. Objective not met. Board members have not been consistent about submitting reports to their appointing bodies. They continue to be encouraged to do so.
INLAND	<ul style="list-style-type: none"> a. 75% of SAB members will regularly attend Board meetings. b. 100% of SAB members will be able to understand System services well enough to give a brief presentation about the System to a local community group within one year of appointment. c. The SAB will attempt to heighten awareness of the System among residents of the ILS service areas. 	<ul style="list-style-type: none"> a. Objective not met. There has been a decline in SAB participation due to the resignation of some members and the inability to attract others. Because of low participation and geographic distances, no Board meetings were held. b. Objective not met. c. Achievement of this objective was not stated.
MCLS	<ul style="list-style-type: none"> a. 100% of SAB members will be able to provide reports on MCLS to 	a-d. Objectives achieved.

	<p>local boards, City Councils and/or other local bodies, & local news media.</p> <p>b. 100% of SAB members will be able to provide input to the MCLS Council on new program development & on service priorities.</p> <p>c. 100% of SAB members will inform legislators about the needs of libraries.</p> <p>d. 100% of SAB members will be knowledgeable on MCLS committees and Library of California status.</p>	
MOBAC	<p>a. Meetings: In 2001/02, to address the concerns of the 2000/01 SAB members, the Administrative Council members will appoint a member from either their library board or Friends group to represent their jurisdiction as an SAB member. There will be an annual meeting held in April, attended by the Administrative Council members and the SAB members.</p> <p>b. Meeting Content: The annual meeting will be a luncheon with a speaker or speakers to discuss an issue of current interest to the library community.</p> <p>c. Legislative and Advocacy Activities: The member library boards and Friends groups will be encouraged by the Administrative Council members and the SAB representatives to visit local officials and state legislators to advocate for library legislation.</p> <p>d. Planning and Evaluation In May 2002 the MOBAC Council will evaluate the success of this change in the organization of the SAB.</p>	<p>a. Meetings: Objective met. An annual meeting was held in May with the Administrative Council.</p> <p>b. Meeting Content: Objective met. At the May meeting, the 2002/03 Plan of Service was approved, and SAB members actively participated in the discussion. It was followed by a luncheon, and Ann Turner, CLA President, spoke on Advocating for Libraries.</p> <p>c. Legislative and Advocacy Activities: Objective met.</p> <p>d. Planning and Evaluation Objective met.</p>
MVLS	<p>a. 100% of the SAB members will assist the Administrative Council in the development of the 2001/02 Plan of Service by serving on System committees & participating in Administrative Council/SAB meetings.</p> <p>b. 90% of the SAB members will advise the Administrative Council on the</p>	<p>a. Objective not met. Not all vacancies were filled during the reporting period.</p> <p>b. Objective partially met. Joint meetings with the Administrative Council</p>

	<p>need for services & programs through participation in Administrative Council/SAB meetings. A report from the SAB Chairman is a regular part of the SAB/Council agenda. This report may stand as the official minutes of the SAB meeting.</p> <p>c. 90% of the SAB members will assist in the evaluation of the services provided by the System through participation in Administrative Council/SAB meetings.</p> <p>d. SAB members will continue to explore areas that address the needs of children and/or pursue other projects useful to MVLS.</p> <p>e. 100% of SAB members will be oriented by the System Coordinator, staff & Administrative Council so that they may better inform their communities about System services.</p>	<p>continue to be held. Each Council meeting has at least one SAB member present & the SAB is on the agenda for a brief report. The SAB rarely has a quorum. The System Annual Plan of Service is adopted by joint resolution of the SAB and Council at their May meeting.</p> <p>c. Objective not met. See b above.</p> <p>d. Objective met. The SAB supported promotion of children's library services by purchasing materials for National Children's Book Week for each public Library member of MVLS.</p> <p>e. Objective not met.</p>
NORTH BAY	<p>a. All public libraries will be represented on the SAB.</p> <p>b. All of the SAB members will understand NBCLS services well enough to give brief presentations about the System to local community groups & jurisdictional governing bodies.</p> <p>c. The SAB members will be available to make oral or written presentations about System programs to their respective appointing jurisdictions.</p> <p>d. All SAB members will be available to make oral or written presentations about the System programs to their local community groups (e.g., Friends of the Library, League of Women Voters, etc.).</p> <p>e. All of the SAB members will encourage & facilitate press coverage of System programs in their local communities.</p> <p>f. A representative from the SAB will attend the Board of Directors' meetings & any other committee meetings as appropriate.</p> <p>g. The SAB will review & contribute to the FY 2001/02 NBCLS Plan of Service.</p>	<p>a. Objective not met. Discussions of the transition of the CLSA program into the LoC program created a sense of lack of need to make SAB appointments.</p> <p>b. Objective met.</p> <p>c. Objective met.</p> <p>d. Objective partially met. 30% of SAB members made presentations.</p> <p>e. Objective not met. Focus this year has been on LoC, not CLSA.</p> <p>f. Objective met.</p> <p>g. Objective met.</p>

	<ul style="list-style-type: none"> h. The SAB will review & evaluate activities of the 2000/01 SAB, & will plan a timeline for 2001/02 activities. i. The SAB will review CLSA System programs in NBCLS and make recommendations to the Board of Directors. 	<ul style="list-style-type: none"> h. Objective met. i. Objective met.
NORTH STATE	<ul style="list-style-type: none"> a. 100% of the SAB members will submit written and/or oral reports of Board & System activities to their respective appointing bodies and memoranda to NSCLS System Administrator. The SAB will present the Administrative Council with information about community service needs and library activities. b. SAB members, on a rotating basis, will inform member libraries about local library activities by contributing articles in 4 editions of "UPDATE", the System newsletter. SAB members will continue to learn about the System & contribute to it by cumulative attendance at 20 committee meetings, 3 training events, and 5 Council of Librarians meetings. This represents the total activity of all board members, not activity of an individual board member during the fiscal year. c. 100% of SAB members will have the opportunity to review & contribute to the FY 2000/01 Plan of Service and to evaluate System services. The SAB members will review & evaluate the activities of FY 2000/01 & prepare a plan for FY 2001/02 SAB activities. 	<ul style="list-style-type: none"> a. Objective met. The SAB presented information about community service needs at 33% or more of the Council meetings. b. Objective met. c. Objective met.
PENINSULA	<ul style="list-style-type: none"> a. Meetings: <ul style="list-style-type: none"> 1. An orientation will be held in September for new members and staff. 2. Administrative Council members will attend all of the SAB meetings. 3. A dinner meeting will be held with the SAB members of SVLS and BALIS. 4. At least 50% of SAB members will attend workshops pertinent to serving as SABs. 5. At least one SAB member will attend the annual CLA 	<ul style="list-style-type: none"> a. Meetings: <ul style="list-style-type: none"> 1. Objective met. 2. Objective not met. 3. Objective not met. The joint dinner was cancelled due to low registration. 4. Objective met. 5. Objective not met.

	<p>conference and report on it at the following SAB meeting.</p> <p>6. SAB members will attend PLS Council meetings whenever possible.</p> <p>b. Meeting Content:</p> <ol style="list-style-type: none"> 1. Time will be provided at each SAB meeting to discuss community needs and views for library service. 2. Time will be scheduled at each meeting for SAB members to ask questions and/or exchange information about System services. 3. Each SAB agenda will include the opportunity for SAB members to share local library information. 4. The agenda for the dinner meeting with BALIS and SVLS will be developed by each system's SAB and have a speaker on a relevant library issue. <p>c. Presentations/Activities:</p> <ol style="list-style-type: none"> 1. Each SAB member will serve as public relations representative for local libraries. 2. 100% of SAB members will be able to understand System services well enough to give a brief report to the jurisdictions they represent. 3. The SAB will sponsor an educational forum, workshop or other activity for library supporters to examine mutual issues and directions. <p>d. Legislative/Advocacy Activities:</p> <ol style="list-style-type: none"> 1. The SAB will co-host a systemwide library issues breakfast with the SAB from SVLS (federal, state, local lawmakers invited). 2. At least one SAB member will represent the SAB at CLA Legislative Day. <p>e. Evaluation: The SAB will monitor its success in achieving its objectives by self-evaluation at the May meeting.</p>	<p>6. Objective met.</p> <p>b. Meeting Content:</p> <ol style="list-style-type: none"> 1. Objective met. 2. Objective met. 3. Objective met. 4. Objective not met. There was no joint dinner due to low registration. <p>c. Presentations/Activities:</p> <ol style="list-style-type: none"> 1. Objective met. 2. Objective met. 3. Objective met. The joint PLS/SVLS issues breakfast met the educational activity objective. <p>d. Legislative/Advocacy Activities:</p> <ol style="list-style-type: none"> 1. Objective met. The systemwide library issues breakfast was held in May. 2. Objective not met. <p>e. Evaluation: Objective met.</p>
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SJVLS	<ul style="list-style-type: none"> a. 100% of SAB members will be knowledgeable about System services. b. 100% of SAB members will be able to give a presentation regarding System services in their local jurisdiction. c. 100% of SAB members will be knowledgeable about CLSA services. d. 100% of SAB members will be knowledgeable about their local library services. e. SAB members will provide information whenever necessary to help Administrative Council in evaluating & in providing improved services at the System level. f. Continue to distribute public awareness program materials & evaluate program effectiveness. 	<ul style="list-style-type: none"> a. Objective partially met. 55% of the total positions were knowledgeable of System services through meetings, printed products, orientation, and site visits. Vacancies in 4 jurisdictions made it impossible to achieve this objective. b. Objective met. Members made informal contacts within their jurisdictional areas and spoke to various community groups. c. Objective partially met. SAB members were knowledgeable of CLSA services through meetings, printed products, orientation, and site visits. Vacancies in 4 jurisdictions made it impossible to achieve this objective. d. Objective partially met. SAB members were knowledgeable of local library services through meetings, printed products, orientations, and site visits. Vacancies in four jurisdictions made it impossible to achieve this objective. e. Objective met. f. Objective met. The System monitored the use of the System brochure and bookmark and prepared a speaker's packet for members to use for community outreach.
SANTIAGO	<ul style="list-style-type: none"> a. The SAB will hold a meeting in April to review the Plan of Service for 2001/02. b. All SAB members will be invited to attend SLS Council meetings and encouraged to attend at least one meeting during the year. c. At least 2 SAB members will attend a CALTAC Workshop in Library Leadership and/or other library related events to become more aware of the roles and responsibilities of advisory board members, & will report back to the SAB about the event. d. SAB members will, in consultation with their library directors, promote library services and educate community members about library services and the library's role in the educational system. 	<ul style="list-style-type: none"> a. Objective met. The meeting was held jointly with the SLS Council. b. Objective met. At least one SAB member attended 3 of the 4 SLS Council meetings. The joint SLS Council/SAB meeting was attended by 2 SAB members. c. Objective partially met. Two members attended the MCLS/SLS annual meeting. One member attended the CALTAC program "Technology Survival Skills." d. Objective met. All members represented libraries and library issues in their community.

SERRA	<ul style="list-style-type: none"> a. The SAB will report at each meeting of the System Administrative Council to provide citizen input on service, activities & needs. b. The SAB will collaborate with at least one Serra committee on a specific project(s). c. An orientation session will be scheduled to inform new SAB members of System operations & services. d. SAB will review the System Plan of Service & Budget. e. The SAB will seek local city & county legislative support of System programs. f. The SAB will recommend techniques for publicizing current major System programs & projects. g. The SAB will advise on all policy issues & other matters referred by the Administrative Council. 	<ul style="list-style-type: none"> a. Objective met. The SAB met 5 times during the year with the Administrative Council. The System Plan of Service and Budget are agenda items at the appropriate joint meetings as well as the separate SAB meeting, and are always scheduled on the same day as the joint meeting. A SAB report, both from the entire Board and from individual members, is a standing item at all Administrative Council meetings. b. Objective met. The SAB supported 4 projects in collaboration with Serra Committees. The Board gave \$2,300 to the Public Relations Committee for printing 40,700 copies of a new edition of the Serra library location map of San Diego County. Another project was an advanced book mending workshop presented by staff of UC, San Diego in the Imperial Valley. This was a follow-up to basic book repair workshops sponsored the previous year. The Board provided \$365 for the instructor's travel costs and supplies. The Board also gave the Serra Reference Committee \$416 for two sessions of a workshop on "The Law at Your Library" presented by the San Diego County Public Law Library at Chula Vista Library and the Pacific Beach Branch of San Diego Public Library. c. Objective not met. There were no new members on the Board. d. Objective met. See a. above. e. Objective met. The SAB member for San Diego Public Library reports on System activities regularly at the monthly meetings of the San Diego City Board of Library Commissioners. SAB members also attended the reception for Library of California Board members on August 14, 2001. f. Objective met. The Serra map, an SAB funded project to be published in FY 2001/02, will serve as a public relations tool. g. Objective met. See a. above.
SILICON VALLEY	<ul style="list-style-type: none"> a. Meetings: <ul style="list-style-type: none"> 1. An orientation to System services and programs will be conducted in September. 2. One SAB member will attend each Administrative Council meeting. 3. A member of the Administrative Council will attend each 	<ul style="list-style-type: none"> a. Meetings: <ul style="list-style-type: none"> 1. Objective met. 2. Objective partially met. A SAB member attended council meetings as often as possible. 3. Objective met.

	<p>SAB meeting.</p> <ol style="list-style-type: none"> 4. The SAB will schedule a dinner meeting with a speaker on a mutually agreed-upon topic with the SAB members from BALIS and PLS. 5. At least 50% of SAB members will attend workshops appropriate to serving as Board members. 6. All SAB members will have the opportunity to attend appropriate SVLS local workshops. 7. At least one SAB member will attend CLA Conference & report on the conference at the following SAB meeting. 8. All SAB members will be encouraged to join CALTAC and/or CLA. <p>b. Meeting Content:</p> <ol style="list-style-type: none"> 1. SAB members will continue to determine the process for strengthening the SAB role. 2. SAB members will have the opportunity to share local library information at each SAB meeting. 3. Time at each meeting will be scheduled for SAB members to ask questions and/or exchange information about System services. 4. SAB members will be apprised of the progress of the SVLSNet project and asked to test and/or sample SVLSNet Virtual Catalog capabilities to aid in the refinement of a patron-friendly program. 5. At one regular meeting, a member of a local library foundation will be invited to discuss foundation development. 6. At one regular meeting, there will be an update of Library of California funding and other funding sources for library cooperation. 7. At one meeting, the SAB will evaluate its success in achieving its objectives. 8. At one meeting, the SAB will review the annual Plan of Service and provide feedback to the Administrative Council. 	<ol style="list-style-type: none"> 4. Objective not met. There was no joint dinner due to low registration. 5. Objective met. Board members attended pertinent workshops as often as possible. 6. Objective met. 7. Objective not met. 8. Objective met. <p>b. Meeting Content:</p> <ol style="list-style-type: none"> 1. Objective met. 2. Objective met. 3. Objective met. 4. Objective met. The project is now open to the public and has steady use. 5. Objective not met. 6. Objective met. 7. Objective met. Self-evaluation was conducted at the SABs May meeting. 8. Objective met. System Plan of Service was reviewed at the May meeting and feedback was provided.
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	<p>c. Presentations/Activities:</p> <ol style="list-style-type: none"> 1. Each SAB member will serve as public relations representatives for local libraries. 2. At the end of FY 2001/02, each member will report to his/her jurisdiction regarding SVLS activities. 3. The SAB will participate in the planning of a program regarding the Library of California for presentation at the March joint meeting of the SABs. <p>d. Legislative and Advocacy Activities:</p> <ol style="list-style-type: none"> 1. Co-host a bi-county legislative breakfast with PLS (federal, state and local lawmakers and policy makers are invited). 2. At least one SAB member will attend the CLA sponsored Legislative Day & report back to Board on Legislative activities. 3. The SAB will develop a program to disseminate information about the Library of California to their respective communities. 4. The SAB members will participate in a legislative network to receive and respond to legislative updates. 5. The SAB will participate in a listserv for SAB activities and issues in order to facilitate meeting discussions and establish a calendar of activities. <p>e. Planning and Evaluation:</p> <ol style="list-style-type: none"> 1. The SAB will appoint a sub-committee annually to develop the SAB section of the Plan of Service and will review and evaluate its activities annually. 2. Review the System Annual Plan of Service and send recommendations to Administrative Council. 	<p>c. Presentations/Activities:</p> <ol style="list-style-type: none"> 1. Objective met. 2. Objective met. 3. Objective not met. The joint dinner was cancelled. <p>d. Legislative and Advocacy Activities:</p> <ol style="list-style-type: none"> 1. Objective met. 2. Objective not met. 3. Objective not met. The SAB is interested in the issues facing the Library of California. 4. Objective met. 5. Objective met. <p>e. Planning and Evaluation:</p> <ol style="list-style-type: none"> 1. Objective met. 2. Objective met.
SOUTH STATE	<p>a. 100% of SAB members will familiarize themselves with the 2000/01 Plan of Service.</p>	<p>a. Objective met. All Advisory Board members understand SSCLS services well enough to give presentations about the System to local community groups. They also share appropriate System products with their community -- such as the System brochure and the <u>South State Express</u>. They receive notification of System activities, copies of System products, and legislative updates. The System paid for membership for each SAB</p>

	<p>b. SAB members will be encouraged to attend the System Administrative Council meeting on the need for and/or evaluation of services & programs.</p> <p>c. 100% of the SAB members will be able to understand System services well enough to give a brief presentation about the System to local community groups.</p> <p>d. All SAB members will communicate local library & service needs to the Administrative Council & to community leaders & government officials.</p> <p>e. The Advisory Board will make available material supporting libraries and library legislation.</p>	<p>member in the California Association of Library Trustees and Commissioners.</p> <p>b. Objective not met.</p> <p>c. Objective met. 2000/01 Plan of Service was distributed to all Advisory Board members. Their input into future Plans has been encouraged.</p> <p>d. Objective met. SAB members were encouraged to participate in Legislative Day and CLA. They have also expressed their ideas regarding supporting library legislation within the community and to local officials, and they have expressed their ideas regarding community needs to System library directors.</p> <p>e. Objective met. Copies of the ALA <u>Library Advocate's Handbook</u>, remain available. The SAB also funded the purchase of the children's summer reading program at member's libraries.</p>
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